



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 08-06-2015 X2**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: August 6, 2015

SUBJECT: JEFFERSON COUNTY Meetings – Week of August 10, 2015

August 10, 2015 Monday	UW Extension Education Committee	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	Drainage Board	9:30 a.m.	Jefferson County Courthouse Rm 202
	*Farmland Conservation Easement Commission (Agenda Revised)	12:30 p.m.	Jefferson County Courthouse Rm 203
August 11, 2015 Tuesday	Human Services Board	8:30 a.m.	Workforce Development 874 Collins, Rm 103, Jefferson
	*Joint meeting of the Highway & Finance Committee	6:00 p.m.	Jefferson County Courthouse Rm 202
	*County Board (Agenda Revised)	7:00 p.m.	Jefferson County Courthouse Rm 205
August 12, 2015 Wednesday	No Scheduled County Meetings		
August 13, 2015 Thursday	Finance Committee (Time Revised)	*8:30 a.m.	Jefferson County Courthouse Rm 112
	Southern Housing Region – Public Hearing	11:00 a.m.	Columbia County 400 DeWitt Street, Portage
	Zoning Board of Adjustment – Site Inspections	10:45 a.m.	Jefferson County Courthouse Rm 203
	Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse Rm 205
August 14, 2015 Friday	No Scheduled County Meetings		
August 15, 2015 Saturday	No Scheduled County Meetings		
August 16, 2015 Sunday	No Scheduled County Meetings		



**University Extension Education Committee Agenda
Jefferson County
864 Collins Road
Room 12
Jefferson WI 53549**

DATE: Monday, August 10, 2015

TIME: 8:30 a.m.

Committee Members: Paul Babcock (Chair) Ed Morse
Glen Borland (Vice Chair) Dick Shultz
Peter Hartz (Secretary)

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda (for possible rearrangement)
5. Approval of University Extension Education Committee minutes for June 8, 2015
6. Communications
7. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
8. Review of June 2015 Department Financial Statements and Department Update – UW-Extension
9. Review of 2016 Departmental Budget – UW-Extension
10. Discussion of monthly Agent Reports – Sarah Torbert, LaVern Georgson, Steve Grabow, Kathleen Eisenmann
11. Discussion to Identify Future Agenda Topics
12. Adjourn

Next scheduled meetings: Monday, September 14
Monday, October 12
Monday, November 9
Monday, December 14

A quorum of any Jefferson County Committee, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

“Enriching people with knowledge, perspective, skills and aspirations. “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

JEFFERSON COUNTY FARM DRAINAGE BOARD Monthly

Board Meeting

**Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549**

August 10, 2015

9:30 a.m.

AGENDA

1. Call meeting to order
2. Pay bills
3. Motion to adjourn



Farmland Conservation Easement Commission Agenda

***Jefferson County Courthouse
311 S Center Ave, Rm 203
Jefferson, WI 53549***

Monday, August 10, 2015 @ 12:30 pm

***REVISED 08-07-2015**

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the August Agenda
5. Approval of the July 13, 2015 Meeting Minutes
6. Communications
7. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion on Rodell Lea's Easement Compliance
9. Discussion on Dale Neupert's Easement Compliance
10. ***Discussion and Possible Action on Purchase of Agricultural Conservation Easements (PACE) Applications**
 - Greg Wilke, Town of Waterloo
 - Cliff Haberman, Town of Milford
11. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
12. Discussion on the 2016 Budget
13. Discussion on Strengthening AEA'S
14. ***Discussion and Possible Action on Future Funding of Farmland Conservation Easements**
15. Discussion on Future Events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach
16. Discussion on Items for the Next Agenda
17. Next Scheduled Meetings:
 - September 14, 2015 @ 12:30 in Room 203
 - October 12, 2015 @ 12:30 in Room 203
 - November 9, 2015 @ 12:30 in Room 203
18. Adjournment

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made.

**Human Services Board Agenda
Jefferson County
Jefferson County Workforce Development Center,
874 Collins Road, Room 103
Jefferson, WI 53549**

Date: Tuesday, August 11, 2015

Time: 8:30 a.m.

Committee Members:

**Mode, Jim (Chair)
Jones, Dick (Vice Chair)
Kutz, Russell
Tietz, Augie**

**McKenzie, John (Secretary)
Crouse, Cynthia
Schultz, Jim**

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the August 11, 2015 Agenda
5. Citizen Comments (Members of the Public who wish to address the Board on specific agenda items must register their request at this time.)
6. Approval of July 14, 2015 Board Minutes
7. Communications
8. Discussion of June, 2015 Financial Statement
9. Discuss and Approve July, 2015 Vouchers
10. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support and Aging & Disability Resource Center
11. Discussion and possible action on New Professional Contracts
12. Discussion and possible action on 2016 Budget presentation
13. Discussion on out of state travel for staff member
14. Discuss updates from Wisconsin County Human Services Association
15. Discuss potential agenda items
16. Adjourn

Next Scheduled Meetings: Tuesday, September 8, 2015 at 8:30 a.m.

Tuesday, October 13, 2015 at 8:30 a.m.

Tuesday, November 10, 2015 at 8:30 a.m.

Tuesday, December 8, 2015 at 8:30 a.m.

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Special Needs Request - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

***Revised 08-06-15**
Joint Finance and Highway Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue
Room 202
Jefferson, WI 53549

Date: Tuesday, August 11, 2015

Time: ***6:00 p.m.**

Finance Committee members:	Jones, Richard (Chair)	Poulson, Blane
	Braughler, James (Vice Chair)	Schroeder, Jim
	Hanneman, Jennifer (Secretary)	
Highway Committee member:	George Jaeckel (Chair)	Al Counsell
	Ron Buchanan	Carlton Zentner
	Walt Christensen	

1. ***Call to order**
2. ***Roll call (establish a quorum)**
3. ***Certification of compliance with the Open Meetings Law**
4. ***Approval of the agenda**
5. ***Communication**
6. ***Public comment** (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. ***Discussion and possible action on the acquisition of up to 8 acres of land outside the city limits of Lake Mills from parcels #018-0713-2341-000 and/or #018-0718-2342-000, for the purpose of re-aligning highway A and potential creation of a county park**
8. ***Adjourn Joint Finance and Highway Committee**

***Finance Committee only immediately following Joint Finance and Highway Committee**

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Communication
6. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. Discussion and possible action on a resolution for budget adjustment to move capital funds from the HVAC project at the Courthouse to improvements to Courthouse parking lot
8. Adjourn

Finance Committee

Next scheduled meetings:

Thursday, August 13, 2015 Regular Meeting
Monday, September 14, 2015 Regular and Budget Meeting
Wednesday, September 16, 2015 Budget Meeting
Thursday, September 17, 2015 Budget Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

AGENDA
***REVISED 08-06-2015**
JEFFERSON COUNTY BOARD MEETING

August 11, 2015 7:00 p.m.

Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549

1. **CALL TO ORDER**
 2. **ROLL CALL BY COUNTY CLERK**
 3. **PLEDGE OF ALLEGIANCE**
 4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
 5. **APPROVAL OF THE AGENDA**
 6. **APPROVAL OF JULY 14, 2015 MEETING MINUTES**
 7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum)
 - b. Zoning Committee – Notice of Public Hearing, August 20, 2015
 - c. City of Jefferson – Tax Incremental District #8 Appointment
 8. **PUBLIC COMMENT** (Agenda Items)
 9. **ANNUAL REPORTS**
 - a. Highway – Bill Kern
 - b. Fair Park – David Diestler
 - c. Land and Water Conservation – Mark Watkins
 - d. Parks – Joe Nehmer
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **ADMINISTRATION AND RULES COMMITTEE**
 - a. Proclamation – Proclaim Sunday, October 11, 2015, as Daughters of the American Revolution Day
 11. **BOARD OF HEALTH**
 - a. Resolution – Jefferson County to Protect Local Control of the Use of E-Cigarettes
 12. **FINANCE COMMITTEE**
 - a. Resolution – Budget Adjustment for Parking Lot Improvements
 - 12.1 ***JOINT FINANCE AND HIGHWAY COMMITTEE**
 - a. Resolution – Acquisition of up to 8 acres of land outside the city limits of Lake Mills from parcels #018-0713-2341-000 and/or #018-0718-2342-000, for the purpose of re-aligning highway A and potential creation of a county park. (Addendum to Agenda)
 13. **HUMAN RESOURCES COMMITTEE**
 - a. Ordinance – Amend Personnel Ordinance HR0250, Exempt Service, and HR0360, Hours of Work, Overtime and Compensatory Time, updating exempt positions at Jefferson County
 14. **PLANNING & ZONING COMMITTEE**
 - a. Report – Approval of Petitions
 - b. Ordinance – Amend Zoning Ordinance
 15. **COUNTY ADMINISTRATOR**
 - a. Resolution – Adopting law enforcement policies required for submission of a Community Development Block Grant

16. **APPOINTMENT BY HUMAN SERVICES BOARD**
 - a. Cheryl Langlois to the Nutrition Project Council for an indeterminate term
17. **PUBLIC COMMENT** (General)
18. **ANNOUNCEMENTS**
 - a. Update: Task Force on County Government Organization & Operations
19. **ADJOURN**

NEXT COUNTY BOARD MEETING
September 8, 2015 – 7:00 P.M. - ROOM 205

Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue
Room 112
Jefferson, WI 53549

Date: Thursday, August 13, 2015

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Poulson, Blane
	Braugher, James (Vice Chair)	Schroeder, Jim
	Hanneman, Jennifer (Secretary)	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Finance Committee minutes for July 9, 2015 and August 11, 2015
6. Communication
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and possible action on approval for out of state travel for a Human Services employee that is grant funded
9. Discussion and possible action on changes to the Investment Policy
10. Discussion and possible action on RFP (Requests for Proposals) for Refuse Collection
11. Review of the financial statements and department update for June 2015-Finance Department
12. Review of the financial statements and department update for June 2015-County Clerk
13. Review of the financial statements and department update for June 2015-Treasurer
14. Review of the financial statements and department update for June 2015-Child Support
15. Discussion of funding for projects related to the new Highway Facilities
16. Discussion on 2015 projections of budget vs. actual
17. Discussion on the 2016 budget
18. Discussion on state budget
19. Update on contingency fund balance
20. Set future meeting schedule, next meeting date, and possible agenda items
21. Payment of invoices
22. Adjourn

Next scheduled meetings:

Monday, September 14, 2015 Regular and Budget Meeting
Wednesday, September 16, 2015 Budget Meeting
Thursday, September 17, 2015 Budget Meeting
Friday, September 18, 2015 Budget Meeting
Thursday, October 8, 2015 Regular Meeting
Thursday, November 12, 2015 Regular Meeting
Thursday, December 10, 2015 Regular Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

PUBLIC HEARING NOTICE

Southern Housing Region
Columbia County
400 DeWitt Street, Portage, Wisconsin
August 13, 2015
11:00 a.m.

The Southern Housing Region comprised of the following counties: Columbia, Dodge, Jefferson, Kenosha, Ozaukee, Racine, Rock, Sauk, Walworth & Washington, will conduct a public hearing regarding its proposed application for the 2014-2015 Community Development Block Grant (CDBG) Small Cities Housing Program funds. The public is invited to attend to learn about the CDBG program, to help identify additional local housing and community development needs, and to comment on the activities proposed to be included in the CDBG application.

The agenda for the public hearing is:

1. Identification of total potential funds.
2. Eligible CDBG activities
 - a. Economic Development
 - b. Public Facilities
 - c. Housing
 - i. Rehabilitation
 - ii. Homebuyer Assistance
 - iii. Special Housing Projects
3. Presentation of identified housing and community development needs.
4. Identification of housing and community development needs by public.
5. Presentation of activities proposed for CDBG application, including potential residential displacement.
6. Citizen input regarding proposed and other CDBG activities.

Residents of the Southern Housing Region are encouraged to attend, especially residents with low- to moderate-incomes. The meeting room is handicapped accessible.

Persons needing additional accessibility accommodations should contact the Columbia County RLF/Housing Office at 608-742-9645.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Janet Sayre Hoeft, Chair; Dale Weis, Vice-Chair; Don Carroll, Secretary;
Paul Hynek, First Alternate; Lloyd Zastrow, Second Alternate

PUBLIC HEARING *BEGINS AT 1:00 P.M. ON THURSDAY, AUGUST 13, 2015 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

CALL TO ORDER FOR BOARD MEMBERS *IS AT 10:45 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

SITE INSPECTION FOR BOARD MEMBERS *LEAVES AT 11:05 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 10:45 a.m.*
2. *Roll Call (Establish a Quorum)*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Approval of the Agenda*
5. *Election of Officers*
6. *Approval of July 9, 2015 Meeting Minutes*
7. *Communications*
8. *Public Comment*
9. *Discussion and Possible Action on State Statute 59.692(4)(b) Regarding Request from Board of Adjustment for DNR Opinions on Variances*
10. *Discussion and Possible Recommendation Regarding Variances Required for Temporarily Allowing Two Principal Dwelling Unit Structures on a Property While One is Under Construction*
11. *Site Inspections – Beginning at 11:05 a.m. and Leaving from Room 203*
V1466-15 – Gina Salmieri, N6488 Lake Dorothy Lane, Town of Farmington
V1467-15 – Josef Z and Rachel K Locke Klein, N4220 S Helenville Rd, Town of Jefferson
12. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
13. *Explanation of Process by Board of Adjustment Chair*

NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

NOTICE IS HEREBY GIVEN that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, August 13, 2015 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public

hearing which any interested parties may attend; discussion and possible action shall occur after public hearing on the following:

V1466-15 – Gina Salmieri: Variance from Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to temporarily allow two principal dwelling structures in an Agricultural/Rural Residential A-3 zone at **N6488 Lake Dorothy Ln**, Town of Farmington. The site is on PIN 008-0715-1422-002 (5 Acres.)

V1467-15 – Josef Z Locke Klein: Variance from Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance to reduce the A-1 zone minimum lot width to construct a detached garage at **N4220 S Helenville Rd.** The site is on PIN 014-0615-1042-001 (2.99 Acres) in the Town of Jefferson.

V1454-15 – Wausau Homes of Cottage Grove/David & Lorraine Peters Trust Property: Variance from Sec. 11.07(d)2 of the Jefferson County Zoning Ordinance to construct a residence at less than the required right-of-way and centerline setbacks of **County Road B and Park Lane**. The property is in the Town of Lake Mills on PIN 018-0713-0233-025 (0.709 Acre) in a Residential R-1 zone.

14. Discussion and Possible Action on Above Petitions

15. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.